

Write for a national newsletter



Project Title	Write for a national newsletter
Project Summary	Create engaging content on a wide range of topics - from success stories to critical policy updates. You'll enhance your writing skills and build your professional portfolio by contributing to a national monthly newsletter.
Country	United States
Agency	Health and Human Services Department
DoS Office	N/A
Post	N/A
Section	N/A
Number of Interns	1

Project Description

We're looking for highly-motivated individuals who love to write. Materials must be well-written in plain language, convey program brand/messaging, and respond to customer information needs.

Examples of duties and responsibilities:

- review, edit, or write articles for our monthly newsletter
- assist with editorial planning
- pitch story ideas
- coordinate external article development with state, local, and tribal officials
- research other platforms for distributing content

Desired Skills Interests

Additional Information

For more information about our newsletter: <http://www.acf.hhs.gov/programs/css/newsletter>

Skills needed to be successful:

- ability to communicate effectively, with strong writing, editing, messaging and storytelling skills
- customer service skills and interest in sharing information in a clear and customer-friendly manner
- intermediate proficiency with Microsoft Word and Excel
- ability to write content for online platforms
- capable of finding general interest stories that could be tailored to the child support audience

Language Requirements

None